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**Letter of Commitment**

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| **Training on Internal Quality Assurance in Southeast Asia 2014-2016** |

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of Institution) hereby recommends \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of candidate) as candidate to participate in the programme **TrainIQA** and hereby confirms that he/she will take part in all five modules of the **TrainIQA** programme.

The candidate has the full support from the university’s leadership with regard to attend the training and develop and implement a project in internal quality assurance at our university. In his/her function of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (function of candidate) he/she will be the ideal candidate to implement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (project name as in project plan) because of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (reason candidate has been chosen). The project´s relevance for the university is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (reason why the project is relevant).

Furthermore, it is confirmed that the Vice President / (Deputy) Vice-Chancellor in charge of quality assurance and academic affairs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of VP/DVC/VC in charge of QA as in organisational chart) will attend the High Level Information Visit which will be carried out on **November 17-21**, 2014 in **Potsdam, Germany**.

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**Date, Name, Function, Signature Official Seal of the University**